

MAKHADO MUNICIPALITY

QUOTE NO. MAK58/2014/2015

REQUEST FOR PROPOSAL OF RENDERING AUCTIONEERING SERVICE FOR MAKHADO LOCAL MUNICIPALITY

Suitably qualified and experienced auctioneers are invited to submit their proposals for rendering auctioneering services to Makhado Municipality. The successful auctioneer will be responsible for preparing and conducting auction on behalf of the municipality.

Prospective bidders are expected to submit a detailed proposal to the municipality giving all details as how they intend to render this service to the municipality. Based on the proposal, the evaluation will be done and points will be scored as per below mentioned evaluation criteria. Bidders will be expected to indicate the **percentage** that will be charged for rendering this service to the municipality based on the revenue generated per auction. The price points will be calculated based on the percentage or rate charged by the auctioneers.

Requirements

- **Valid Original Tax Clearance Certificate**
- **Copy of company registration certificate**
- **Certified copy/copies of company owner(s) ID Books**
- **Attach Proof of Registration with SAIA (South African Institute of Auctioneers)**
- **BBBEE Certificate (for Preferential points)**

Proposal must be as follows:

1. be signed by an authorized person of the supplier
2. be on an original letter head of the company/enterprise
3. be valid for a period of sixty (60) days from the closing date
4. clearly indicate the price charged vat inclusive
5. Be accompanied by an original valid SARS Tax Clearance Certificate.
6. Be accompanied by fully completed MBD 6.1 and MBD 4 obtainable from the municipality or can be downloaded from municipal website www.makhado.gov.za.

Fully priced and signed proposal must be sealed in an envelope clearly marked quote number **"MAK58/2014/15"** & description **"REQUEST FOR PROPOSAL OF RENDERING AUCTIONEERING SERVICE FOR MAKHADO LOCAL MUNICIPALITY"** and be deposited in the tender box at the foyer of the Civic Centre at the physical address reflected below by no later than **12H00 of 24 OCTOBER 2014**

Quotations received will be assessed in accordance with the Municipal Supply Chain Management Regulations, 2005 read with Council's Supply Chain Management Policy and **80/20** points scoring will be used. Preference points will be allocated according to BBBEE rating.

Please Note:

1. No quotation by facsimile or by e-mail will be accepted.
2. Enquiries in this regard must be directed to **MR MUKONA SK** at telephone number **015 519 3118** during office hours.
3. Council reserves the right not to accept lowest or any quotation or to accept part of a quotation only.
4. Admin enquiries can be directed to **Ms Masete A.H** or **Mr Ramabulana M** at **015 519 3129/3179**

Civic Centre
83 Krogh Street
LOUIS TRICHARDT
0920

Notice no : 152/2014
File no : 8/3/2/1
IP MUTSHINYALI
MUNICIPAL MANAGER